

CMP Licensee Program

www.ncsc.org/education

What is new about the licensing program?

Until now, ICM courses were only taught by ICM's faculty or online. Now, you can have qualified court staff from your state or locality certified to teach ICM courses locally. Using this licensing system, participants can obtain two levels of ICM certification: Certified Court Manager or Certified Court Executive.

Why should we offer ICM courses?

- ICM is the most trusted, respected provider of continuing education for court professionals;
- ICM's Court Management Program (CMP) courses educate and develop leaders in court administration for today's judicial branch and for the future;
- ICM's courses are based on the National Association for Court Management's (NACM) Core Competencies. A participant manual and faculty guide have been developed for every course;
- A licensing program is the least expensive way to offer ICM courses;
- ICM's courses are preparation for attaining the status of ICM Fellow, the highest level of ICM certification;
- Becoming a licensee provides a new service at a time when many associations are looking for additional "deliverables" to provide to their members;
- The initial investment is the cost of sending your proposed faculty to an ICM national program in Williamsburg, VA. Following a 2.5 day national program, they will participate in a .5 day adult teaching methods program where they will learn to apply the Kolb Experiential Learning Theory (ELT) concepts and perform a practicum demonstrating their capacity and competency with the course materials. Successful completion will result in their becoming ICM certified faculty. When they teach the course to state/jurisdiction staff or association membership, each attendee will pay a \$200 fee to ICM.

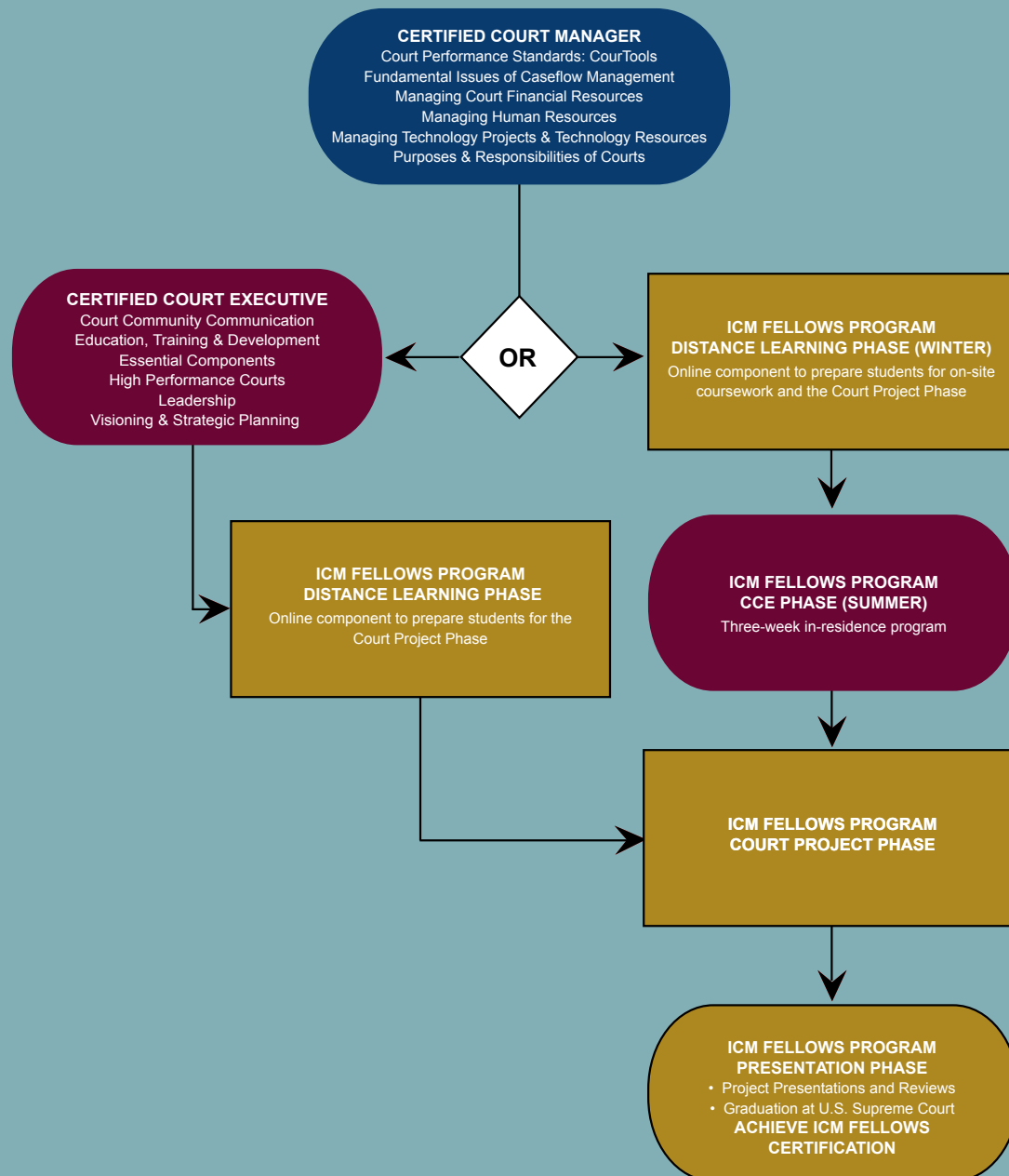
What does it cost?

Your initial investment is the cost of tuition for registration in the course you would like to get faculty certified to teach and a \$200 administrative fee. After that, you conduct the courses yourself with a fee of \$200 per person payable to ICM.

How can we get started?

Review the information in this brochure and contact Mary T. Sammon, msammon@ncsc.org or 757-259-1581, at ICM for details. Additional information is online at www.ncsc.org/education.

Certified Court Manager, Certified Court Executive & ICM Fellows Certifications



Faculty Development Training & ICM Certification

ICM will conduct faculty development training programs for all certified courses. All twelve of the Level One and Level Two CMP courses are scheduled on the ICM calendar each year. CMP Licensees may elect to have potential faculty register for any course. At the conclusion of the course, ICM will provide a half-day session on the Kolb Experiential Learning Theory (ELT) followed by the team teaching practicums of the potential faculty candidates. Once the faculty candidates have demonstrated a capacity and competency with the materials to both ICM and the national faculty who presented the course, they will be certified as ICM faculty. The registration costs for each of these courses is \$645.00. No additional charge will be added for the Kolb and team teaching elements.

Course Certification Requirements

ICM has a policy that all participants take an active role in the course and demonstrate their engagement as well as their competency with the materials taught. This is demonstrated through participation in class discussions as well as class exercises. ICM also has a strict attendance policy in order for participants to receive ICM certification, and to ensure the investment of CMP Licensees. ICM has developed a set of user-friendly protocols to allow CMP Licensees to apply for certification of those attending CMP Licensee-sponsored ICM courses. The CMP Licensee online site created by ICM shall be the repository for uploading the required documents.

Certification is available to participants attending a full 2.5-day, 16-hour ICM course with active participant engagement with exercises and application of concepts. In order for participants to receive ICM certification, the faculty teaching the course must attend a faculty development training program offered by ICM to be certified as ICM Faculty or a faculty development program approved by ICM. To ensure that in the delivery of the courses faculty employ the Kolb learning styles model and Experiential Learning Theory (ELT), class size is limited to 50 participants.

Professional Faculty Requirements

ICM expects its entire faculty, whether for the ICM National Programs, ICM Partnerships or the CMP Licensees, to meet certain criteria including: training course participants in the NACM Core Competencies embedded in all course curricula, demonstrating ethical behavior and conformance with procedural processes embraced in the CMP Licensee agreement, and having subject matter expertise (SME) for the courses that they teach.

Curriculum Requirements

All Level One and Level Two Court Management Program (CMP) courses underwent a comprehensive curricula development and review process. Each course curricula was developed, reviewed and approved by a minimum of thirty-two court or education experts in a four-stage process: content design and development; content design and development review; judicial educator review to ensure adoption of Kolb Experiential Learning Theory (ELT) methods; State court administrator review to ensure applicability in today's courts.

For further information, please contact Mary T. Sammon at msammon@ncsc.org or 757-259-1581 or visit us at www.ncsc.org/education.